



KMPDC
Enhancing Quality Healthcare

KENYA MEDICAL PRACTITIONERS AND DENTISTS COUNCIL

KMPDC Complex, Woodlands Road,
off Lenana Road
P.O. Box 44839 – 00100, Nairobi

When replying quote this

Ref: KMPDC/HF/GFL/JAN/2026/4

10th February, 2026

TO ALL PRIVATE, FAITH-BASED, COMMUNITY-BASED AND NGO HEALTH FACILITIES

RE: MANDATORY SUBMISSION OF OWNERSHIP AND REGISTRATION DOCUMENTS

The Kenya Medical Practitioners and Dentists Council in the exercise of its statutory mandate to regulate, license and maintain an accurate national register of all medical and dental facilities, hereby issues this Notice to all private, faith-based, community-based and non-governmental organization (NGO) health facilities.

All such facilities are hereby required to submit CERTIFIED true copies of their ownership, governance and licensing documents for verification and updating of the Council's records.

Accordingly, every facility shall submit the following documents on or before 3rd March 2026 via verification@kmpdc.go.ke.

- a. Certificate of Incorporation, Certificate of Registration of Business Name, or Trust Deed (as applicable);
- b. CR12 or Official Search indicating the current directors, trustees or proprietors;
- c. Valid Facility Registration Certificate issued by KMPDC;
- d. Copies of National Identity Cards for all directors, trustees or proprietors;
- e. KRA PIN Certificates for all directors, trustees or proprietors; and
- f. One (1) recent passport-size photograph of each director, trustee or proprietor.

Please ensure that your email subject line clearly states the **facility name and registration number**.

TAKE NOTE that any facility that fails, neglects and/or refuses to comply with this directive within the stipulated period shall be deemed to be in breach of its licensing and regulatory obligations, and the Council shall take appropriate regulatory and enforcement action without further reference.

We appreciate the continuous partnership and cooperation.

DR DAVID G. KARIUKI
CHIEF EXECUTIVE OFFICER/ REGISTRAR
KENYA MEDICAL PRACTITIONERS AND DENTISTS COUNCIL

/ed

Copy:

Hon Aden Duale, EGH
Cabinet Secretary
Ministry of Health



Ms. Mary M. Muriuki, CBS

Principal Secretary

State Department for Public Health & Professional Standards

Ministry of Health

Prof Fredrick Were

Chair

Kenya Medical Practitioners and Dentists Council

